



**State of Georgia**  
**First Lady Sandra Deal**  
**Official Reading Request Form**

If you are flexible with  
your date/time please  
check the box.

☐

**Date Submitted:** \_\_\_\_\_

**School or Organization Name:** \_\_\_\_\_

**Affiliated Organizations (if applicable):** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **County:** \_\_\_\_\_

**Location/Address:** \_\_\_\_\_

**Contact:** \_\_\_\_\_ **Position/Title:** \_\_\_\_\_

**Phone (Work)** \_\_\_\_\_ **(Cell)** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Other officials or special attendees:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Number of Attendees?** \_\_\_\_\_

**School Visit Details:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please submit to:  
Ember Bishop | Special Assistant to the First Lady  
Office of the Governor  
☎: 404.231.8621

✉: 391 West Paces Ferry Rd. Atlanta, GA 30305

\*Please note: The First Lady’s schedule is set 30 days prior to the requested date.\*